



c/o Mrs D Heppell Email: clerk.westmeon@parish.hants.gov.uk

MINUTES OF THE ONLINE CONFERENCE MEETING OF WEST MEON PARISH COUNCIL HELD ON 2nd JUNE 2020 AT 7.30PM (DUE TO THE COVID 19 PANDEMIC) PRECEDED BY A MEETING TO CONSIDER THE CO-OPTION OF COUNCILLORS AND FOLLOWED BY A CLOSED MEETING TO CONSIDER STAFFING MATTERS

THOSE PARTICIPATING: Cllrs A Trenchard (Chair), J Nicholson (Vice Chair), C Adams, C Walle, N Wortley and G Silk

BY INVITATION: County Cllr R Huxstep until 7:40pm and City Cllr H Lumby until 7:50pm

APOLOGIES: City Cllr L Ruffell

MEMBERS OF THE PUBLIC: None present online

Wmpc 1824 **DECLARATIONS OF INTEREST**

Members were reminded of their responsibility to declare any personal or prejudicial interest which they may have in any item of business on the agenda. None were declared.

Wmpc 1825 **MEETING OPENED TO THE PUBLIC**

The Chair opened the meeting to the public, but none participated online.

Wmpc 1826 **MINUTES OF THE LAST MEETING**

The Minutes of the Parish Council Online Conference Meeting on 5th May 2020 were agreed, signed and **approved**.

Wmpc 1827 **COUNTY COUNCILLOR HUXSTEP**

Hampshire County Cllr Huxstep presented his report, see Appendix A.

Cllr Huxstep advised that there has been a large number of users of the tip and appointments will need to be made on the HCC website.

Schools will be re-opening for different years. Key workers went back some time ago.

Cllr Huxstep asked about the Community shop and if they were still having difficulties. Cllr Trenchard advised that they had a grant from another source.

Wmpc 1828 **CITY COUNCILLOR LUMBY**

Winchester City Cllr Lumby's report had been circulated and is attached as Appendix B.

He advised that he had reported the bottle banks in West Meon being full and they had been emptied today.

Cllr Lumby advised that he was making enquiries about grants for local businesses.

Concerns had been raised about an increase in fly tipping. Numbers increasing slightly and he gave reassurance that the anti-fly tipping 'campaign' is still on.

Wmpc 1829 **CLERK'S REPORT**

1. The AGAR 19/2020 report accounts had been amended and agreed with the auditor during May and the end of year accounts and AGAR report has been approved. The final accounts and reports have been circulated to Councillors.
2. The WMPC VAT Return has been carried out and all payments have agreed with the auditor remotely. They have been submitted to HMRC and £3,822 is to be claimed back for 19/2020 and paid directly into the Unity Account.
3. WMPC Metis Homes comments have been submitted to the 'virtual consultation' online.
4. Clerk's Appraisal carried out 8th May with Cllrs Trenchard and Nicholson.
5. Final Co-option notices were prepared and advertised and two candidates' notifications were received from Mac Edwards and Robin Geddes.
6. Thank you letter received from Victim Support for WMPC grant.

TO RECEIVE WORKING GROUPS

Wmpc 1830 **PLANNING**

Metis Homes pre application consultation comments on the virtual online exhibition Appendix C were **agreed** and **ratified** by the Parish Council.

Wmpc 1831 **FINANCE AND ADMINISTRATION**

- i) It was **resolved** that the WMPC End of Year accounts 2019/2020 be **approved**.
- (ii) It was **resolved** that the Accounting Governance Statement Section 1 for the year ending 31st March 2020 be **approved**.
- (iii) It was **resolved** that the Annual Governance Accounting Statement Section 2 of 31st March 2020 as on page 5 of the Annual return be **approved**.
- (iv) It was **agreed** that The proposed budget for 2019/20 was deferred
- (v) **Schedule of Payments**

Payments 2nd June 2020

BACS WCC Dog Bins April	£130.00
BACS Fair Account	£150.00
BACS D Heppell salary June	
BACS D Heppell Expenses	£41.18
HMRC	£13.20

It was unanimously **agreed** to approve the schedule of payments.

Wmpc 1831(vi)

It was unanimously **agreed** that Mac Edwards and Robin Geddes be co-opted onto the Parish Council.

Wmpc 1832 **COMMUNITY, RECREATION AND TRANSPORTATION**

Any further items for the Parish News to be submitted to Cllr Adams.

Wmpc 1833 **ITEMS TO BE CONSIDERED AT THE NEXT MEETING**

Proposed projects, Metis Homes, proposed budget

Wmpc 1834 **DATE OF NEXT MEETING**

Tuesday 7th July, location to be agreed.

The meeting closed at 20:33 hrs

Chair

Appendix A Cllr Roger Huxstep Member for Meon Valley Division

Coronavirus (COVID-19) cases in Hampshire

As at 1600 yesterday the number of confirmed COVID-19 related cases in Hampshire stood at 3,336, two more than the day before (31st May) out of a local population of 1,382,542. There have been, sadly, 945 corona-related deaths up to 22nd May. 22% of all deaths in Hampshire involved coronavirus between 29th February and 22nd May. Many of our residents are quite rightly fearing this pandemic; equally many are sticking zealously to the mantra “**Stay Home, Protect the NHS, Save Lives**” even though we are now transitioning from level 4 to level 3 in easing the lockdown.

Please be assured that specialists from Public Health England (PHE) are working with Hampshire County Council and NHS colleagues to continue to help combat this pestilence. The priority is to ensure critical local services to Hampshire residents are maintained and signposting people to the most up-to-date official sources of information and advice.

The Coronavirus Hampshire Helpline Hantshelp4vulnerable is for frail or vulnerable residents who do not have support from family, friends or their local community, and who need urgent assistance with essential food or household supplies, the collection of medication, or who are at risk of loneliness. Anyone in need of help can call 0333 370 4000 seven days a week, from 9am-5pm. Hantshelp4vulnerable provides advice and information, as well as co-ordinating requests for practical help, passing them through to the appropriate Local Response Centre – there is one based in each of Hampshire’s 11 districts.

Household Waste Recycling Centres (HWRCs)

All of Hampshire’s 24 Household Waste Recycling Centres (HWRCs), alongside HWRCs in Southampton and Portsmouth, are now open from 10am to 6pm. Use of sites is only for essential disposal of waste whereby storing such waste causes a risk of injury or to health.

As a result of a certain amount of traffic chaos a new pre-booking system to manage demand and reduce queuing traffic will be introduced in the middle of this month. Do check the [hants.gov.uk](https://www.hants.gov.uk) website for further information when it is available. As per government guidelines, residents in the specified vulnerable category (those who are clinically extremely vulnerable, people over 70 and pregnant women) are strongly advised not to visit a site.

Hampshire Schools Opened on 1st June

Hampshire's pre-schools, nurseries and primary schools were ready yesterday to welcome more children back to school, joining sons and daughters of key workers and vulnerable children who have been attending early years provision or school throughout lockdown.

Councillor Roz Chadd, Hampshire County Council's Executive Member for Education and Skills, commented: "I'd like to reiterate my thanks, once again, to all early years education providers and our family of schools, who have been looking after the children of key workers and vulnerable children since 18 March, including during the Easter and half-term holidays. At the same time, they have maintained contact with, and provided ongoing educational support to, those children and young people who, on the Government's instruction, have stayed at home. In addition, over the past three weeks, they have dealt admirably with the enormous and unprecedented challenge of preparing for a phased return to school for specified year groups. It is a complex task and early education providers, school leaders and their governing bodies have had to work hard to plan and implement measures that will ensure that staff, children and young people can adhere to national guidance and operate as safely as possible. In so doing, they have been building on the Government's plans for a gradual, phased and initially small-scale return, allowing for local flexibility within schools in terms of class size, staffing, and the constraints of school buildings." Every educational setting that opened today will have undertaken a thorough health and safety risk assessment to identify the measures they will need to have in place to reduce the risk of spreading infection. This includes minimising contact by having smaller class sizes and avoiding mixing between groups.

Each education setting will have its own approach, based on the amount of space and number of staff available. Parents and carers are advised to follow the information they receive from their education setting about the arrangements, including those for the home-to-school journey, that will be in place. The additional numbers some schools will be taking in today will be cautious, and schools are planning to build up numbers over time, safely.

Parents and carers are asked to exercise patience over the first few days as schools will be working in new ways and it is better to be careful and safe, than rush too many children in at speed. Unfortunately, in some schools it will not be possible to accommodate all children in all priority year groups while adhering to the national guidance, mainly due to school and classroom sizes presenting logistical problems.

With the Government advising that people should avoid using public transport as far as possible, children and young people are encouraged to walk, cycle or scoot to school where it is safe to do so and to continue to follow the 2 metres, physical distancing advice. If parents and carers must drive children to school, they are urged not to car-share but to transport only their own children. Those who have no alternative to public transport should follow the Government's advice. The County Council's Services for Young Children and School Improvement Teams have been working with Hampshire schools and early years settings to help early years providers and schools prepare for wider opening. Resources, experiences, and approaches are being shared across all education settings, giving school leaders a wealth of information and support, which has helped them to make the best decisions to support their school community. That work will continue over the forthcoming weeks to ensure schools have access to high quality advice and support.

As announced by Government, secondary schools are now planning for some part-time face-to-face contact with young people in Year 10 from 15 June 2020.

Upholding democracy during Covid-19 – Hampshire County Council holds its first virtual AGM

Hampshire County Councillors have taken part in the Authority's first ever virtual Annual General Meeting (AGM) on 29th May – maintaining open and democratic decision making during the Covid-19 pandemic.

The AGM was held remotely, and web-streamed live, via the County Council's YouTube channel, allowing the business of the Authority to continue amid ongoing social distancing restrictions. A recording of the AGM is also now available to view online.

Leader of the County Council, Councillor Keith Mans said: "Since our last full County Council meeting in February, the world has changed radically, and we are all now looking towards what might be our 'new normal'. While it's not currently possible for us to meet in person because of ongoing physical distancing, technology allows us to continue to fulfil our democratic mandate to the people of Hampshire – maintaining transparency and accountability around decision making, and our evolving response and recovery in relation to the Coronavirus pandemic. We anticipate that more of our Council meetings will be scheduled in due course, according to business need, and ensuring the safety of Councillors, officers and members of the public."

"To date, the County Council has implemented an effective response to the Covid-19 pandemic across all its service areas. We have done this in line with central Government guidance, and we have also begun recovery planning - working closely with partners across all sectors. We continue to adapt this response in line with the evolving situation.

I appreciate that it's been difficult and people have sacrificed a great deal – I know that not seeing parents or grandchildren has been particularly hard for many, but by complying with the Government guidance and 'staying alert' we are saving lives.

We must not forget the lives that have sadly been prematurely lost to the virus – our thoughts and prayers are constantly with those grieving their loved ones. We must also remain thankful and appreciative towards the key workers who have kept going throughout the pandemic. On behalf of the Council, I would also like to extend our thanks to all Hampshire County Council officers for their dedication and hard work in difficult circumstances over recent weeks.

The steps needed for recovery are being carefully considered across the County Council – and based on Government guidance and regulations, we are developing plans to reopen services when it is possible to do so safely. Our recovery approach will embrace the direct impacts of Covid-19 on the County Council itself, its wider direct partners, and on residents in communities and businesses across Hampshire."

The new County Council Chairman for 2020/21 elected at the AGM was Councillor Mel Kendal. As the civic head of the county, he will represent the Authority on any royal visits and ceremonial occasions in Hampshire as well as carry out other civic activities and duties. The Chairman presides over County Council meetings and ensures they are conducted in line with Standing Orders and that they are a forum for debating issues.

Councillor Kendal is in his 24th year as a Hampshire County Councillor – serving New Milton. He is a former Deputy Leader of the Council (2011-13) and has served on various Executive Member

functions in Hampshire's Cabinet. Councillor Marge Harvey, County Councillor for Catherington, was elected Vice Chairman.

Stay safe, stay well, stay alert and please self-isolate if requested.

Cllr Roger Huxstep
Member for Meon Valley Division
Hampshire County Council

2nd June 2020

Appendix B

1. Introduction Winchester City Council's principle focus at the moment remains on addressing issues arising from Coronavirus. As lockdown begins to ease, attention is increasingly turning to restoration and recovery.

It is continuing to provide most of its services as normal, subject to social distancing requirements. The County Council hotline remains in operation - the number is 0333 370 4000. This is available from 9.00 am to 5.00 pm 7 days a week. Residents needing help should continue to use local support where they have contacts. Otherwise, they should call the helpline number.

2. Refuse collection and other waste issues Waste and recycling collections are continuing for now on their usual cycle.

Hampshire County Council has now re-opened its waste depots, subject to restrictions on use. Residents should for the time being assume that the queues and delays experienced as the sites came back into operation will continue and plan accordingly.

3. Restoration and Recovery Plan An outline Restoration and Recovery Plan was adopted by Winchester City Council at its cabinet meeting on 21st May. This sets out objectives to assist recovery across the District from the impact of the pandemic and the lockdown.

The plan will now be developed with specific actions to be identified and implemented. It will be looking to address challenges in three main areas - on the local economy, on local people and communities and on the Council's own finances.

4. Business support The Council are actively pursuing those businesses who it believes may be eligible for government grants for small businesses and for those in the retail, hospitality and leisure sector. Eligible businesses can still apply for grants and are encouraged to do so. If in doubt, contact the Council on 01962 848288 or email businessrates@winchester.gov.uk.

Businesses can also call the Council's Economy team on 01962 814 915.

5. Discretionary Grant Fund Winchester City Council has been awarded an additional £1.4m by Government to help businesses and organisations impacted by COVID-19 and which have been ineligible for other grant funding opportunities.

Applications will be open from 9am 1 June 2020 until 9am 15 June 2020.

The new scheme is aimed at small businesses and charities with under 50 employees, that were trading on 11 March 2020, and can demonstrate a significant drop in income and significant ongoing fixed property-related costs.

The full policy including what businesses might be eligible and details of the grant application process can be found at <https://www.winchester.gov.uk/business/discretionary-grant-fund>.

In the event of queries, please email ecodev@winchester.gov.uk or call 01962 814915.

6. New Mayor of Winchester Councillor Patrick Cunningham has been appointed as the 821st Mayor of Winchester at a Mayor Making Ceremony on 20th May 2020. This was the first time that Winchester's Mayor has been appointed in a virtual ceremony.

The Mayor's chosen charities for the year ahead are Young Carers Winchester, HomeStart Winchester and Youth Options.

His official acceptance speech can be viewed at <https://youtu.be/f6vejrouSs>

Laurence Ruffell Hugh Lumby

Appendix C

VIRTUAL PLANNING CONSULTATION - Long Priors West Meon. 10 dwellings **Comments of West Meon Parish Council in response to the public** **consultation May 2020**

Following a public meeting on 19th June 2019, where Metis Homes were invited, **West Meon Parish Council (WMPC) comments** were agreed and forwarded to Metis Homes and SDNP. Comments have been subsequently updated in red by the Parish Council in May 2020 and SDNP adopted affordable housing, housing mix and site allocation policies included for reference.

The Parish Council were disappointed that the public exhibition could not be held due to Covid 19 and requested the postponement of the postal and online consultation, and to institute a proper exhibition and consultation as agreed in their presentation to WMPC last year, to be carried out when the Covid 19 restrictions are lifted.

Unfortunately the Parish Council were not consulted on the virtual exhibition nor any information provided to the Parish Council. WMPC consider that Metis Homes use of leaflets with website links as a form of product advertisement/consultation is confusing and is not acceptable for all involved and should be presented in person in accordance with all relevant Government Guidance.

WMPC considers that the virtual consultation online does not represent a true statement of community involvement. It is not inclusive because not all households in the Parish received Metis Homes' flyer advising of the virtual exhibition. In addition due to demographics of the village and poor broadband provision not all parishioners are able to comment on online plans and proposals. This was relayed to Metis Homes by the Parish Council, who advised they would send out further flyers after the consultation period had started.

WMPC planning consultations comments below have been updated in line with SDNP adopted planning policy and West Meon site allocation policies.

Planning Comments

1. SDNP Affordable Housing Policies and Housing Need Survey

The proposal does not include a Housing Need Survey as part of the planning proposals for Long Priors, this would identify the greatest need in the village for smaller affordable houses. Historically there are already a larger number of 4 bedroom or more properties in West Meon, but now there is a greater housing demand for smaller more affordable dwellings for young people and young families. This was put forward to Metis Homes in the Extraordinary WMPC meeting in June 2019.

The consultation does not give any details of the housing provider who is to help deliver some affordable homes within the site.

SOUTH DOWNS LOCAL PLAN: ADOPTED 2 JULY 2019 (2014–33) **South Downs National Park Strategic Policy SD28: Affordable Homes**

This policy advises;

'Development proposals for new residential development will be permitted that maximise the delivery of affordable housing to meet local need,'

It goes on to provide thresholds for sites,

provided that, as a minimum, the following are met:

- a) On sites with gross capacity to provide 11 or more homes, a minimum of 50% of new homes created will be provided as affordable homes on-site, of which a minimum 75% will provide a rented affordable tenure.*

On sites with gross capacity to provide between 3 and 10 homes, a proportion of affordable homes will be provided in accordance with the following sliding scale, applied to new homes created:

3 homes Meaningful financial contribution, to be negotiated case-by-case

4 – 5 homes 1 affordable home

6 – 7 homes 2 affordable homes, at least 1 of which is a rented affordable tenure

8 homes 3 affordable homes, at least 1 of which is a rented affordable tenure

9 homes 3 affordable homes, at least 2 of which is a rented affordable tenure

10 homes 4 affordable homes, at least 2 of which is a rented affordable

Under the proposed Long Priors scheme only 10 dwellings are provided, of which at least 4 should be affordable and two rented. However on sites with 11 or more dwellings the amount of affordable housing increases to 50% of which 75% would be rented. This is the type of housing that is required in West Meon village and that could be accommodated on this site to fulfil the housing need in West Meon.

Mix of Homes

The affordable housing mix should comply with the adopted policy below providing

Strategic Policy SD27: Mix of Homes

- 1. Planning permission will be granted for residential development that delivers a balanced mix of housing to meet projected future household needs for the local area. Proposals should provide numbers of dwellings of sizes to accord with the relevant broad mix.*

- a) Proposals for affordable housing delivered as part of a market housing scheme should provide the following approximate mix of units:*

*1 bedroom dwellings:35%**

2 bedroom dwellings:35%

3 bedroom dwellings:25%

4 bedroom dwellings:5%

Furthermore the same policy goes on to require the mix of market units be as follows

Proposals for market housing should provide the following mix of units:

1 bedroom dwellings:at least 10%

2 bedroom dwellings:at least 40%

3 bedroom dwellings:at least 40%

4+ bedroom dwellings: up to 10%

Metis Homes virtual consultation has provided no confirmation of the mix of affordable units and the drawings imply large units.

2. Allocation Policy SD92: Land at Long Priors, West Meon - SOUTH DOWNS LOCAL PLAN: ADOPTED 2 JULY 2019 (2014–33)

The adopted policy SD92 shows the site as an allocated site within the SDNP local plan. It identifies it as a 0.5 hectare site stating,

‘Long Priors, West Meon is allocated for the development of between 10 and 12 residential dwellings (Class C3 Use). Planning permission will not be granted for any other uses. Detailed proposals that meet the following site specific development requirements will be permitted;

- a) Development must provide a suitable transition in form and fabric from the housing to the south and west to the open countryside to the north;*
- b) The site boundaries should be compatible with the open character of the adjacent countryside;*
- c) A publicly accessible footpath to be secured through a suitable planning obligation should be provided from the PRow to the west into the site through to the recreation ground to the east;*

On the above policy regarding the public right of way across the recreation ground, Metis homes have made no effort to deliver the requirement for a public right of way through the Parish Councils recreation ground as noted in point 9 below.

It is important to note that the site could provide at least 12 dwelling units as set out in the adopted Policy SD92. WMPC would like to see the adopted Policy SD28 implemented on affordable housing allowing 50% of the homes to be affordable with 75% rented.

‘On sites with gross capacity to provide 11 or more homes, a minimum of 50% of new homes created will be provided as affordable homes on-site, of which a minimum 75% will provide a rented affordable tenure.’

WMPC note SDNP adopted strategic policy on houses

Strategic Policy SD26: Supply of Home

The National Park Authority will make overall provision for approximately 4,750 net additional homes over a 19 year period between 2014 and 2033.

2. These will be delivered through

:i)The development of strategic sites and the allocation of land for housing in the Local Plan and NDPs

Strategic Policy SD26: Supply of Homes goes on to advise that settlement housing provision in West Meon would be 11 units

TOWARDS A SUSTAINABLE FUTURE

Settlement Housing

West Meon 11

Therefore in conclusion 11 or 12 units could be easily provided within the Long Priors proposed development site, which would meet West Meon's housing provision requirement for a sustainable future and comply with SDNP adopted housing policies.

3. The **access** to the site is acceptable but re-surfacing of Long Priors would be required after construction. **Any access that reduces car parking in any part of Long Priors, including Radian Homes/Swaythling, must be compensated for.** Also a **traffic management plan** for Long Priors and Church Lane/Lippen Lane is required, including use of smallest vehicles for soil removal etc.

4. **Bungalows** are a good idea but should not be sited at the top of the site. This is unhelpful for older residents who would likely be the occupiers of bungalows. Properties are also too large and **two bedrooms** would be ideal.

5. The **mix of housing** does not match the needs of **West Meon's** community nor would they be attractive to local residents as their retail cost will be excessive - these are executive type homes. The Parish Council favours **lower cost or affordable housing to meet the needs of local people**. WMPC supported this site being used for housing BECAUSE they expected some genuinely affordable homes to be created. Patently, this is not the case with this proposal for ten houses. As they stand, **these houses cannot be deemed affordable** as they are **too big**. Three bedroom houses are not starter homes as stated in section 2/3 of the pre application. Thus, as this stands, the ten properties do not at present contribute to the identified needs that WMPC is familiar with. WMPC would favour **2 and 3 bedroom** properties as the greatest number.

6. The site was originally outside the settlement boundary in open countryside. WMPC has accepted and supported the site being included in the new boundary, but the **layout of the housing is unimaginative** for such a sensitive location. **The layout needs more thought and to be in sympathy with the local environment and innovative in placement.** For example, ten new houses means twenty to thirty new cars using the site. Having the access road in the site around the outside of the houses to create a 'farm yard' layout would be more attractive, **keeping cars away from the centre of the site and allow planting** in the centre of the site with the **housing around the edge of the site**. Additionally this would **reduce the height impact of the new houses** on residents at the end of **Knapps Hard and distant views from the unadopted footpaths used around North Field.**

7. The proposal to have a hedge boundary with the remainder of **North Field** is very **welcome**.

8. Any proposed **lighting** on the site must be of a **low level** and should make use of **solar power**. New houses must be designed to be more carbon neutral for the long term, for example, making use of ground heat or solar power **for water heating or household heating**.

9. It should be noted that there is **no public right of way access across the recreation ground** from the proposed development. Any application for planning should not suggest or infer that there is a public footpath to the village shops from the site as a legal right. The only pedestrian access is via Long Priors.

10. Discussions were held with Metis Homes about the importance of consultation with the local community and it was agreed that a questionnaire and public exhibition would be held.

11. West Meon Parish Council would also like to see an Ecology report and Tree survey which are missing from the consultation document and these form important considerations of the site.

12. WMPC note that none of the Radian residents have been informed that they will be losing their parking space and community area, that they pay a service charge for.

West Meon Parish

Council May 2020